



**COUNTY OF MENDOCINO
CANNABIS DEPARTMENT**
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<https://www.mendocinocounty.org/departments/cannabis-department>

DATE: January 10, 2024
TO: Cannabis CCBL Renewal Applicants
FROM: Steve Dunncliff, Interim Cannabis Director
RE: Updated Cannabis Renewal and Special Inspection Fees for 2024

PURPOSE

New Mendocino County Cannabis Department (“MCD”) fee changes were approved by the Board of Supervisors on December 5, 2023. These updated fees reflect current costs for services and will go into effect February 3, 2024. The purpose of this memo is to clarify for any applicants with an outstanding Renewal and/or Special Inspection Fees that increased fees will be collected as of February 3, 2024, if fees are not paid beforehand.

DEFINITIONS

“Renewal” means the action of extending the period of validity of a Cannabis Cultivation Business License.

“Special Inspection” means the action of an inspection that must take place prior to the issuance of a renewed Cannabis Cultivation Business License.

“Fee(s)” means a payment made to a public body in exchange for services.

DECLARATION OF MEMORANDUM

The previously approved March 18, 2022 fee schedule set separate fees for renewal and inspection. This caused confusion as some members of the public assumed that an inspection should have been captured within the renewal fee. Additionally, it was not clear for the public when an inspection would be conducted. The requirement for onsite inspections and the potential for inspections using satellite imagery have both been addressed in MCD’s Internal Procedure 07 – Site Inspections, which can be viewed on our Policies & Procedures page or at [Policies & Procedures | Mendocino County, CA](#)

Previously, the Department Renewal Fee, amounting to \$733.33, and the Special Inspection fee, amounting to \$448.49, were separate fees with a combined total of \$1,181.82. Effective February 3, 2024, the two fees will be combined under one Renewal Fee with a new total of \$1,448.00. If an applicant has an outstanding balance by the effective date of February 3, 2024, the applicant will experience an increase of \$266.18 in the amount of fees owed to the department. MCD strongly urges all applicants to settle their balances promptly and before February 3, 2024, to avoid any fee increases.